

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600
PHONE (920) 448-4015 FAX (920) 448-6221

HUMAN SERVICES COMMITTEE

Patrick Evans, Chair
Steve Fewell, Vice Chair
Jesse Brunette, Julie Knier, Pat La Violette,
Tom Lund, Pat Moynihan.

HUMAN SERVICES COMMITTEE

Wednesday, October 28, 2009

5:30 p.m. (Budget Meeting)

ASPIRO, 1673 Dousman Street

*****Please Bring Budget Book*****

1. Call Meeting to Order.
2. Approve/Modify Agenda.
3. Approve/Modify Minutes of September 23, 2009.
4. Review Minutes of:
 - a. Aging & Disability Resource Center (September 24, 2009).
 - b. Children with Disabilities Education Board (September 22, 2009).
 - c. Human Services Board (September 10, 2009).
 - d. Veterans' Recognition Subcommittee (October 13, 2009).

Comments from the Public.

****BUDGET REVIEW****

REVIEW OF 2010 DEPARTMENT BUDGETS

Syble Hopp School

5. Review of 2010 Department Budget.

Veterans' Services

6. Review of 2010 Department Budget.

Aging & Disability Resource Center

7. Review of 2010 Department Budget.
 - a. Resolution re: Approving New or Deleted Positions during the 2010 Budget Process (Aging & Disability Resource Center).

Health Department

8. Review of 2010 Department Budget.
 - a. Budget Transfer Request (#09-82): Increase in Expenditures with Offsetting Increase in Revenue (see attachment for details).
 - b. Resolution re: Approving New or Deleted Positions during the 2010 Budget Process (Health Department).

Human Services Department

9. Review of 2010 department budget.
 - a. Budget Adjustment Request (#09-89): Increase in Expenses with Offsetting Increase in Revenue (see attachment for details).
 - b. Budget Adjustment Request (#09-90): Increase in Expenses with Offsetting Increase in Revenue (see attachment for details).
 - c. Budget Adjustment Request (#09-98): Increase in Expenses with Offsetting Increase in Revenue (see attachment for details).
 - d. Resolution re: Approving New or Deleted Positions during the 2010 Budget Process (Human Services Department).

Other

10. Audit of bills.

Patrick Evans, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

Word97agenda/humsvc/October28_2009.doc

PROCEEDINGS OF THE BROWN COUNTY
HUMAN SERVICES COMMITTEE

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Human Services Committee** was held on Wednesday, September 23, 2009 in Room 200 of the Northern Building – 305 East Walnut Street, Green Bay, Wisconsin.

Present:	Jesse Brunette, Julie Knier, Pat LaViolette, Tom Lund, Pat Moynihan.
Excused:	Pat Evans, Steve Fewell.
Also Present:	Casey Cuene, Mary Johnson, Brent Roubal, Jayme Sellen. Supervisor Mary Scray. Media and Other Interested Parties.

I. Call Meeting to Order:

The meeting was called to order by Supervisor Lund at 6:00 p.m.

II. Approve/Modify Agenda:

Motion made by Supervisor LaViolette and seconded by Supervisor Brunette to approve. MOTION APPROVED UNANIMOUSLY.

III Approve//Modify Minutes of August 26, 2009:

Motion made by Supervisor Moynihan and seconded by Supervisor Brunette to approve. MOTION APPROVED UNANIMOUSLY.

Comments from Public/Such Other Matters as Authorized by Law: None.

Report from Human Services Chair, Patrick Evans: None.

1. Review Minutes of:

- a. Aging & Disability Resource Center Board (August 27, 2009)
- b. Children with Disabilities Education Board (August 25, 2009)
- c. Community Options Program Planning Committee (August 24, 2009)
- d. Human Services Board (September 10, 2009)
- e. Veterans' Recognition Subcommittee (August 11, 2009)
- f. Veterans' Recognition Subcommittee (September 8, 2009)

Motion made by Supervisor LaViolette and seconded by Supervisor Moynihan to suspend the rules and take Items 1a, 1b, 1c, 1d, 1e, and 1f together. MOTION APPROVED UNANIMOUSLY.

Supervisor Knier questioned an item in the Community Options Program Planning Committee minutes. She said regarding the statement, "Ms. Pivonka said we were able to serve three waiting list individuals in the past month," Supervisor Knier wanted to know how many were actually on the waiting list. Jayme Sellen, Legislative Assistant, will obtain this information for the Committee.

Motion made by Supervisor LaViolette and seconded by Supervisor Moynihan to receive and place on file the minutes, Items 1a-1f. MOTION APPROVED UNANIMOUSLY.

2. **Update by Family Services Association re: Child Advocacy Center:**

Casey Cuene and Brent Roubal appeared before the Committee. Brent Roubal introduced himself as Community Support Director of Family Services. He said he has been working directly with Casey Cuene who has been serving as the Chair for the Leadership Team and the Campaign Cabinet of the Child Advocacy Center.

Mr. Roubal reviewed handouts (attached) and stated that last year there were over 1,300 confirmed cases of child abuse in the community—the majority of which were sexual or physical abuse. He said, "Quite honestly, as much as we try, we just don't do enough for children in our community in getting them through the investigative process, making sure that they get the healing that they need..." He explained that when reporting abuse the child and parents have to go to several departments and repeat "their story" over and over. He continued by saying that the Child Advocacy Center would provide one place for representatives from the various departments to meet and conduct one coordinated interview that would be video taped; there would be one medical exam and immediate access to ongoing counseling. In addition, advocacy would be provided to help them through the investigative process.

Mr. Cuene said it was important to note that there is one taped interview that will hold up in court, instead of the child "reliving the horror" with the district attorney, police officer, medical personnel, human services personnel, and others. He continued by saying that it is estimated that only 10-15 percent of the child sexual and physical abuse cases are actually confirmed and reported; this means that with 1,300 confirmed cases, there are realistically over 10,000 children physically or sexually abused in Brown County. He added that without the needed healing, a child may repeat those events that he/she experienced.

Mr. Roubal stated that there are approximately 700 Child Advocacy Centers in communities throughout the country; and in those communities, convictions have almost doubled and plea bargains have increased due to the video-taped interviews. This also helps reduce and sometimes eliminate time the child must appear in court. Further, it is estimated that investigative costs have been reduced by about one-third.

Mr. Roubal said since last year the \$3 million campaign was launched, which would provide funds for the purchase/construction of a facility and 5 years' operating costs. At this point, during a time of economic difficulties, \$2.6 million in commitments has been raised; and although the contributions are beginning to plateau, the project is moving forward. He explained that the \$2.6 million includes the \$50,000 commitment from Brown County. He said Brown County's support has been extremely important when approaching potential donors. Mr. Cuene indicated that there is about \$500,000 in requests for donations still open, but he indicated that he is not hopeful. He also informed the Committee that there had not been a community campaign yet; the target had been corporations and larger donors. He said the community campaign will start after ground-breaking.

Mr. Roubal said property has recently been confirmed. (See attached architectural sketch.) The facility proposed is 5,500 square feet. The offer to purchase the property described has just been signed for \$135,000; and of that amount, the owner (Dr. Warpinski) is gifting \$80,000 as his part of support for the campaign. Mr. Roubal stressed that location was extremely important; the goal was to be within a mile of hospitals, law enforcement, and human services. Ground-breaking is estimated to be early 2010 with hopeful completion by the end of 2010.

Mr. Roubal and Mr. Cuene expressed the need for additional support from Brown County for ongoing operations of the Child Advocacy Center (estimated at \$350,000 per year). They both recognized that the budget is "extremely tight;" and continued by saying this is a very important service for the community.

Supervisor LaViolette thanked Mr. Roubal and Mr. Cuene for the progress report. She asked if County Executive Tom Hinz had been asked to add this to Brown County's 2010 Budget. Mr. Cuene said Executive Hinz and John Zakowski, District Attorney, are both very supportive. Mr. Cuene said, "We need to update him...now that we've got the land purchased." Supervisor LaViolette said she is very personally concerned about the anticipated cuts to the 2010 Budget.

Supervisor Moynihan commended Mr. Roubal and Mr. Cuene for their "phenomenal" work in garnering \$2.6 million in such a short time.

Communications

3. **Communication from Supervisor Scray re: Review Brown County requirements of ID when applying for any Social Services from the County. Discuss the possibility of making Brown County requirements of ID stricter to prevent fraud.**

Supervisor Scray updated the Committee members. She said she spoke with county and state contacts and is meeting on Friday to review the process. She said, "I don't believe that there is nothing we can do," but she has learned that there are written instructions not to "over-verify." She stated that she had not received a definition of what it means to over-verify; but she learned that there are random case reviews on the local, state, and federal levels to make certain that over-verifying is not occurring. She indicated that she does not want to give up on this; however, she said she has not learned of any actions that could be taken.

Supervisor Scray requested that the Committee put this on next month's agenda, so she could continue to update. Supervisor Lund asked that this item be a monthly item until Chairman Evans removes it.

Supervisor Lund added that he researched the question about whether identification was required for driver's licenses. He said identification is required, but said people are still obtaining driver's licenses. He continued by saying until we have either a state or national ID with encrypted information, "we are always going to have these problems."

Supervisor Scray said she had asked if photographs could be put on the case files and was told that this is a violation of the person's privacy. She said, "But yet they can take our tax dollars and we don't have a say."

Motion made by Supervisor Moynihan and seconded by Supervisor LaViolette to hold this item until next meeting. MOTION APPROVED UNANIMOUSLY.

Health Dept.:

4. **Financial Report of July 31, 2009:**

Supervisor Moynihan questioned Figaro's Pizza debit of \$618. Supervisor Lund asked the Recording Secretary (County Board Secretary) to research this and report back to the Committee. (See attached e-mail as response.)

Motion made by Supervisor LaViolette and seconded by Supervisor Knier to approve. MOTION APPROVED UNANIMOUSLY.

Human Services Dept.

5. **Request for Budget Transfer (#09-75): Increase in Expenditures with Offsetting Increase in Revenue:** This request increases expenditures and offsetting revenues in account for grant funds received through the Department of Health Services for CCS/CSP Quality Improvement programming:

When asked, Jayme Sellen reported that the new Human Services Director should start October 19th.

Ms. Sellen explained that this Budget Transfer is for carry-over funds from the state grant for training and quality improvement in the AODA (Alcohol and Other Drug Abuse) inpatient/outpatient area.

Motion made by Supervisor LaViolette and seconded by Supervisor Knier to approve. MOTION APPROVED UNANIMOUSLY.

6. **Family Care Update:**

Ms. Sellen said a director has not been hired yet; there were 14 applicants and only 2 had experience. She estimated that the District was paying between \$50,000 and \$65,000 for this position. The position is being reposted for additional applicants.

Today a meeting was held to develop a presentation to update the community; it is hoped that the public, educational meetings will begin in November or December. It is estimated that benefits will not be received until 2012.

Motion made by Supervisor LaViolette and seconded by Supervisor Brunette to receive and place on file. MOTION APPROVED UNANIMOUSLY.

7. **Community Treatment Center Update:**

Mary Johnson, Interim Nursing Services Administrator, reported that an informational meeting was held with the families and state ombudsmen. She indicated that the Community Treatment Center is on target and going well and that invitations have been sent for the open house.

Ms. Sellen commended Ms. Johnson and her staff for "a great job." She continued by saying that the Medistar ratings were received with a four-star rating out of a possible five stars.

Motion made by Supervisor Brunette and seconded by Supervisor Moynihan to receive and place on file. MOTION APPROVED UNANIMOUSLY.

8. **Mental Health Center Statistics:**

Motion made by Supervisor Moynihan and seconded by Supervisor Knier to receive and place on file. MOTION APPROVED UNANIMOUSLY.

9. **Bellin Psychiatric Monthly Report:**

Motion made by Supervisor Knier and seconded by Supervisor LaViolette to receive and place on file. MOTION APPROVED UNANIMOUSLY.

10. **Approval for New Non-Continuous Vendor:**

Motion made by Supervisor LaViolette and seconded by Supervisor Knier to approve. MOTION APPROVED UNANIMOUSLY.

11. **Request for New Vendor Contract:**

Motion made by Supervisor Knier and seconded by Supervisor LaViolette to approve. MOTION APPROVED UNANIMOUSLY.

12. **Monthly Contract Update:**

Motion made by Supervisor Knier and seconded by Supervisor Moynihan to receive and place on file. MOTION APPROVED UNANIMOUSLY.

13. **Financial Report for Community Programs:**

Ms. Sellen noted that usually a forecasting report is included with this; however, with the new financial system, the forecasting report was not available in time. She stated that this forecasting report is labor-intensive and asked if the Committee wanted the report continued. Supervisor Lund suggested consulting Chairman Evans.

Motion made by Supervisor LaViolette and seconded by Supervisor Moynihan to receive and place on file. MOTION APPROVED UNANIMOUSLY.

14. **Financial Report for Mental Health Center:**

Ms. Sellen reported that expenses are under budget; however, the low census caused a reduction in revenue. She said the numbers of days stayed has been reduced, and counties are using diversion now.

Motion made by Supervisor LaViolette and seconded by Supervisor Brunette to receive and place on file. MOTION APPROVED UNANIMOUSLY.

15. **Director's Report:**

Ms. Sellen reported that 17 licensed nursing home beds have been closed; so the expense for bed tax for those beds has been eliminated. She stated that the change of the license for the new building is in process and that the In- and Out-Patient Clinics have received recertification for 2 years.

Ms. Sellen continued by saying the CIP (Community Integration Program) Long-Term Support area for developmentally disabled was recently audited by the state; the audit only took 2 hours and CIP passed with flying colors. She said Long-Term Care Support is currently being audited, and it is expected that this audit will be successfully passed as well.

Motion made by Supervisor Knier and seconded by Supervisor Brunette to receive and place on file. MOTION APPROVED UNANIMOUSLY.

Aging & Disability Resource Center: No agenda items.

Syble Hopp School: No agenda items.

Veterans Dept.: No agenda items.

Other:

16. Audit of Bills:

Motion made by Supervisor Knier and seconded by Supervisor Moynihan to approve the bills. **MOTION APPROVED UNANIMOUSLY.**

17. Such Other Matters as Authorized by Law: None.

Motion made by Supervisor Moynihan and seconded by Supervisor Brunette to adjourn at 6:47 p.m. **MOTION APPROVED UNANIMOUSLY.**

Respectfully submitted,

Lisa M. Alexander
Recording Secretary

PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY BOARD MEETING
September 24, 2009

PRESENT: Keith Pamperin, Pat Cochran, Tom Diedrick, Warren Skenadore,
Bill Clancy, Libbie Miller, Donajane Brasch,

EXCUSED: Patricia Finder-Stone, Judy Parrish, Steve Daniels

UNEXCUSED: Grace Aanonsen

ALSO PRESENT: Sunny Archambault, Arlene Westphal, Devon Christianson,
Debra Bowers, John Holzer, Denise Misovec

PLEDGE OF ALLEGIANCE.

Chairperson Diedrick called the meeting to order at 8:34 a.m.

ADOPTION OF AGENDA: A motion was made by Ms. Cochran and seconded by Ms. Miller to adopt the September 24, 2009 agenda. **MOTION CARRIED.**

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF August 27, 2009:
Supv. Clancy moved and Mr. Pamperin seconded to approve the minutes of the regular meeting of August 27, 2009. **MOTION CARRIED.**

FINANCIAL REPORT:

A APPROVAL OF AUGUST FINANCE REPORT: Ms Archambault reported that we are on target. She noted that Salary Expense appears to be under budget; however, there are three pay periods in September. Building Improvements will be over due to the new foundation needed on the parking lot project. Kitchen and Other Nutrition Supplies are under since we no longer have to purchase sterno for the steel cases to keep food hot as they have been replaced with electric thermal bags.

On the Revenue Report the first eleven line items are state and federal grants and we will receive and spend these monies by year end. Ms. Archambault also noted that we are close to budget with Project Income: Nutrition.

Mr. Pamperin moved and Ms. Miller seconded to approve the August, 2009 Financial Report. **MOTION CARRIED.**

B. APPROVAL OF RESTRICTED FUNDS: Board Members reviewed the restricted donations of \$15 from Arlene VanOss, \$25 from Rosaleen Miskella, \$25 from Caroline Nraz, \$10 from Mark & Mary Zemanovic, \$100 from Theodore Leicht, \$50 from Ann Anderson and \$25 from Bernard Vondracheck, all in memory of Margaret Leight for agency use.

Ms. Archambault added that 8 electric thermal bags were purchased for \$2,478.55 with restricted funds from Nutri-Systems Corp. for the Home Bound Meal Program

Ms. Miller moved and Mr. Pamperin seconded to approve the Restricted Donations. **MOTION CARRIED.**

C. REVIEW OF COUNTY FINANCE POLICIES: Ms. Archambault explained that the County has established a policy and procedure for handling cash receipts. She noted

that the policy and procedure included in the board packet for board perusal is the policy the ADRC of Brown County has adopted and is presently following along with having a petty cash fund of \$125.

RESOLUTION IS SUPPORT OF REGIONAL TRANSIT AUTHORITY: Ms. Archambault stated that she serves on the Green Bay Para Transit Sub-Committee. She explained that once Brown County reaches a certain population, federal funding for transit ends. Several years ago a Transportation Study was conducted and the recommendation was to develop a Regional Transit Authority allowing for the exploration of other funding sources. Ms. Archambault referred board members to the resolution supporting the formation of a Greater Green Bay Regional Transit Authority and asked for their support of this concept.

Mr. Pamperin moved and Ms. Miller seconded to adopt the resolution supporting the formation of a Greater Green Bay Regional Transit Authority. **MOTION CARRIED.**

REPORT FROM FACILITIES/PLACEMENT COORDINATOR: Mr. John Holzer introduced himself to board members and gave a brief overview of his role as Facilities/Placement Coordinator. The main functions of his role at the ADRC are to manage and supervise facility maintenance, coordinate recruitment/placement of work experience programs' candidates at the ADRC & for the homebound meals program, and to coordinate the placement and monitoring of court ordered community service for the Department of Corrections, Circuit Courts, and some Green Bay Municipal Court referrals.

Mr. Holzer went on to explain that the ADRC relies on employment programs such as the Senior Service Worker Program, the WISE Program, the (CCEP) Community Corrections Employment Program and Department of Vocational Rehabilitation (DVR) for our maintenance crew. Workers are paid minimum wage for a 20 hour work week without benefits. Those coming to us through the Senior Worker program and the WISE Program are more stable employees and are more motivated to show up and take care of the customer. Many of the individuals from CCEP and DVR have more of a financial crisis need created by low pay, large garnishments, delay in paychecks, illness, lack/loss of transportation, and the unexpected. In order to recognize and encourage greater performance and to help meet these needs, the ADRC budget allows \$100 per month for a Maintenance Worker Incentive Fund. In 2008, 51 workers were helped through this fund. So far in 2009, 39 workers have received some type of recognition or assistance through this program.

Mr. Holzer reviewed several projects that were taken on this year. The ADRC Loan Closet which is funded through the ADRC budget as well as donations by customers and individuals provides adaptive aides such as wheelchairs, walkers, canes and bath benches to meet our client's needs. The West Side Lion's Club has expanded their network and has donated over \$8000 worth of adaptive aides. They recently submitted a collaborative article and picture to the Press-Gazette which promoted awareness of the loan closet and generated both donations as well as requests for items. Presently the closet has 1025 numbered items (items we would like returned) and several hundred unnumbered items (items we don't necessarily want returned due to the difficulty sanitizing such items).

The major investment and huge upgrade of replacing the ADRC's 2 parking lots and driveway were also undertaken this year. After discovering that a new foundation was needed under both lots added excavation and added gravel increased the cost to \$124,000 versus the accepted bid of \$82,000. However, we were able to add 2 parking spots to both lots, number handicapped spots, complete sidewalk access, remove curbs and become compliant with safety and drainage issues and aesthetics.

The Quality Inn & Suites graciously allowed our clientele free use of their parking lot during the reconstruction period for which we expressed our appreciation.

Mr. Holzer reported that the recession has increased the number of people performing community service in lieu of making donations by 33%. In 2009 referrals jumped from 150 to over 200 active people each month. So far in 2009 we have had 253+ hours at the ADRC, 371.25+ hours at homebound meals, 10.75+ hours at the Pulaski Senior Center, and 610.25+ hours at Curative's west side adult day care.

Focusing on the Employment Programs, funding cuts in some programs has meant increases in other programs to fill the gaps.

Looking ahead, Mr. Holzer updated board members on projects we would like to address in the future in an effort to become 25% more energy independent by year 2025:

- Window filming in atrium
- Rewire atrium switches separately
- Place exhaust fans on timer system
- Change ballasts over to T-8 bulbs
- Place soda machine and coffee makers on timer system
- Install motion sensors in larger rooms
- Upgrade heating & air cooling system to digital system allowing heating & cooling to be based on room occupancy
- Change out water heaters
- Future remodeling at this building and/or purchase and remodeling of additional building

Mr. Holzer noted that upgrading the heating & cooling systems to a digital system would not only give us the control to optimize macro-efficiency and minimize the buildings usage of heat and air but would also allow the county to troubleshoot from the county offices. An estimate from a county vendor for this project is approximately \$62,000 with a payback time of 17 years.

DISCUSSION OF ADRC CONFERENCE BOARD TRAINING: Mr. Pamperin reported that he, along with Ms. Archambault and Ms. Finder-Stone, had attended the ADRC Conference on Monday in Stevens Point. The conference was well attended by board members, directors and staff. Mr. Pamperin's impression was that Brown County's ADRC is more advanced than other ADRCs and many counties are looking to keep up with our development. After breaking into smaller groups Mr. Pamperin's group discussed: How do you develop the ideal Board and have them participate and advocate for services in the community? And, what can your Board do for your ADRC? Some suggestions were to set aside 5-10 minutes at the end of board meetings for public questions and comments, to partner with other agencies and invite them to appear before the Board, to move Board Meetings to other areas, and to assist the ADRC with marketing strategies to promote awareness to the fact that the ADRC is not only a place to come for social activities.

Thoughts Ms. Finder-Stone brought back were that ADRC Boards should have an Advisory Committee to investigate the needs of those we serve, the County Board Representative should make a report back to the County Board, good board attendance is a must, ideas and information should be shared throughout the state to better serve clients, and to remember who our customers are and what our purpose is.

4a

Ms. Archambault came away with a look at the bigger picture, locally. She discussed how we can get more input from people with disabilities, how we can have a stronger presence and greater awareness in the community, and how do we serve people without competing with other agencies. Mr. Pamperin suggested putting our Vision Statement on the bottom of all agendas and having business cards for all board members with ADRC information on the back side.

Ms. Archambault encouraged board members to share other issues they would like added to future agendas.

RECOMMENDATION FOR BOARD APPOINTMENTS EXPIRING NOVEMBER 2009:

Ms. Archambault noted that Ms. Aanonsen, Ms. Miller, and Mr. Skenadore's terms on the board will expire in November. Ms. Miller was willing serve another term if reappointed. Mr. Skenadore is also serving on other boards and committees and was cautious with regard to overextending his participation. Ms. Aanonsen was not present and Ms. Archambault will contact her.

REVIEW OF ADRC COMMITTEES: Ms. Archambault reported that committees have not been meeting regularly. As we have grown it was decided that issues would be brought to be full board first and if further discussion or investigation was needed it would be sent to the appropriate committee. She asked if anyone wished to serve on an additional committee. Ms. Miller requested to add her name to the Personnel & Policy Committee at this time.

Ms. Archambault noted that the Personnel & Policy Committee will need to meet in the near future to perform her review and suggested that at that time they also discuss restructuring the current committees. The board approved by consensus.

I&A UPDATE: The I&A Update was tabled and will be added to the October Agenda.

DISCUSSION AND RECOMMENDATION FOR GRANT OPPORTUNITIES:

- A. PREVENTION GRANT:** Ms. Archambault stated that the ADRC would like to submit a grant application to the Greater Green Bay Community foundation-funds for Greater Green Bay" for funding to maintain a pool of "Sure Step" assessors, "Stepping On" facilitator and "Living Well with Chronic Conditions" facilitators. Approximately \$13,000 - \$15,000 would fund coordination and marketing, scheduling and planning, trainer fees, mileage, course materials, refreshments and lunches at the trainings, and fidelity checks required by the state for facilitator certification. Ms. Archambault requested board approval to submit the grant application.

Ms. Cochran moved and Ms. Miller seconded to approve the submission of a grant application to support the Falls Prevention Programs. **MOTION CARRIED.**

- B. DEVELOPMENT OF CAREGIVER ALLIANCE:** Ms. Archambault also requested board approval to request \$5,000 of funds through GWAAR for the development of Caregiver Alliance. These funds would be used to put on a Caregiver Workshop in May during Older Americans Month.

Mr. Pamperin moved and Sup. Clancy seconded to approve the request of \$5,000 for the development of Caregiver Alliance. **MOTION CARRIED.**

LEGISLATIVE UPDATE: No Report.

DIRECTOR'S REPORT: Ms. Archambault gave a brief 2010 budget update. Two Information & Assistance Specialists and one Benefit Specialist Assistant have been added to our organizational chart along with the cost for these positions. The contract for Human Services dollars has been taken out, \$15,000 of charge back expenses were added to Facilities Management, \$15,000 was added to the levy to balance the budget, the one furlough day for staff was taken out, and we will have to address the unfunded dollar amount next year.

GREATER WISCONSIN AGENCY ON AGING RESOURCES (GWAar) NETWORK NOTES:
No Report

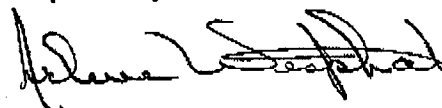
ANNOUNCEMENTS: The following announcements were made:

- Ms. Archambault invited board members to the Public Hearing on the ADRC's 2010-2012 Plan & Budget scheduled for Friday, October 16th, at 2:30 p.m. at the ADRC.
- Mr. Pamperin reminded those present of the Wheelchair Wash & Safety Check taking place at Options for Independent Living on Saturday, September 26th, from 10:00 a.m. to 1:00 p.m.
- Mr. Diedrick announced that at 10:00 a.m. on Wednesday, September 30th, there would be a signing proclamation taking place at Options for Independent Living for hiring people with disabilities for employment.

NEXT MEETING DATE – OCTOBER 22, 2009: The next ADRC Board of Director's Meeting will be held on Thursday, October 22, 2009. The November and December meetings will be combined and will be held on Thursday, December 10, 2009 at 8:30 a.m.

ADJOURN: Sup. Clancy moved to adjourn and Ms. Cochran seconded. **MOTION CARRIED.** The meeting adjourned at 10:15 a.m.

Respectfully submitted,



Arlene Westphal, Secretary

PROCEEDINGS OF CHILDREN WITH DISABILITIES EDUCATION BOARD:

A regular meeting was held on Tuesday, September 22, 2009

Present: J. Van Sistine, K Prast, B. Clancy

Excused: M Greenlaw, S. King

Also Present: B. Natelle, S. Goron, M Hillert, S. Keckhaver, A. Nizzia, J. Dempsey, M. Brick

1. Call to order: J. Van Sistine called the meeting to order at 4:00 p.m.
2. Action Item: Approval of August 25, 2009 Board Minutes: K. Prast moved to approve the minutes of the August 15, 2009 Board meeting with the following change i.e. the meeting was held on "Tuesday, August 25, 2009". B. Clancy seconded the motion. Motion carried.
3. Correspondence: None.
4. Action Item: Approval of Agenda: B. Clancy moved to approve the agenda as presented. K. Prast seconded the motion. Motion carried.
5. Action Item: Donations: Robinson Metal, Inc donated the materials, Paul Besson of Robinson Metal donated his time and talent to fabricate and Jim Birkholz secured the supplies and fabrication to build a custom large grill for the school.

James Dean of KML is donating his time and expertise to check the chemical levels of the school boilers.

The Brown County Sheriff Benevolent Association donated \$300 to the school.

Nancy Van Lanen organized and supplied prizes for the Dash for a Splash 5K run for Hopp.

Mark and Becky Schmechel donated a rolling stair trainer to the OT/PT Department.

Randy and Sandy Soletski donated \$500 in the name of the Steve Crispigna Family.

Bill and Heather Trost donated \$100 of art supplies to Jennifer Morrissey's classroom.

Brenda Spaude of Forty-Four donated 2 boxes of paper, stencils, colored tag board and a bag of craft feathers to the school.

Georgia Pacific donated numerous cases of paper towels/tissue valued at \$504 to the school.

The Francois Family donated a digital camera and case to the Early Childhood classroom.

Curves for Women donated a basket of Curves coupons, pencils and pens.

The Meunier Family donated a backpack to the school.

Richard and Michelle Kerkhoff donated a Crocodile Walker with a sling seat to the PT Department.

PROCEEDINGS OF THE BROWN COUNTY CDEB MEETING SEPTEMBER 22, 2009:

Brad & Janet Champion donated a squeeze machine to Jeannine Dempsey's classroom.

William and Janice Steinhorst donated \$2,150 in memory of Bernard Ronk to the Pool Fund.

Peter and Earlene Ronk donated \$2,150 in memory of Bernard Ronk to the Pool Fund.

M.L. McKellar donated \$20 to the Syble Hopp Parent Organization Golf Outing.

Sean Moran donated \$100 to the Syble Hopp Parent Organization Golf Outing.

An anonymous donation of \$10 was made to the Syble Hopp Parent Organization Golf Outing.

Kohls Department Store, Kohls Cares for Kids, donated \$1,000 to Rob Morris' classroom.

Lori Dallaire donated \$26.87 to Rob Morris' classroom.

Fox Communities Credit Union donated \$100 as a sponsor for the Dash for a Splash.

Ryan and Holly Rottier donated \$100 to the Pool Fund.

Paul Hasseler donated 10 notebooks and 2 packs of filler paper for school use.

Independent Mobility Plus, Inc donated two Junior Rolling Walkers to the PT Department.

Dave and Kathy Parolini donated books valued at \$20 to the school.

An anonymous donation of \$124 was received to purchase a transport chair for the PT Department.

PLS Loan Store donated 6 backpacks with assorted school supplies.

B. Clancy moved to accept these generous donations. K. Prast seconded the motion. Motion carried.

6. Action Item: Financial Report: S. Keckhaver reported that the auditors were in today to complete the final process in the audit for the 2008-09 school year. The auditor should be ready to submit to the Board within the next few months. K. Prast moved to accept and place on file the financial report ending August 31, 2009. B. Clancy seconded the motion. Motion carried.

PROCEEDINGS OF THE BROWN COUNTY CDEB MEETING SEPTEMBER 22, 2009:

7. Administrators Report:

- a. B. Natelle introduced A. Nizzia to the Board. Mrs. Nizzia has been offered the Principal position that will replace Mr. Hillert upon his resignation back into retirement next school year. Mrs. Nizzia will work one day per week during this school year with the office staff to ensure a smooth transition. The Board welcomed Mrs. Nizzia.
- b. J. Dempsey shared a slide presentation of Lions Camp 2009 with the many activities that the Hopp students experience during the week. Mrs. Dempsey thanked the Board for their continued support of this camping experience.
- c. J. Skenadore updated the Board about the pool. Mr. Skenadore reported that the drains need to be changed due to the Virginia Greamer-Baker Act. Splash Custom Pools completed the required inspection and reported to the State that our pool drain is at 9.5 inches below the drain and it is required to be at 12.5 inches below the drain. The State notified Syble Hopp that we need to add an anti-vortex device to the drain. Splash Custom Pools indicated that to add the anti-vortex device the pool will need to be drained of all water. Harold Vastag, our volunteer project coordinator, is checking into if this work can be completed without draining the pool.
- d. M. Hillert reported that 40 High School students and staff went to Trees for Tomorrow from September 13th through September 16th. Private donations help to defray the costs related to this event. The children and staff involved then had September 17th and 18th off as exchange days.
- e. M. Hillert reported that Friday, September 11th was red white and blue day in recognition of National Anthem Day on September 12th. The children sang the National Anthem. This song is sung daily immediately following the Pledge of Allegiance during morning activities.
- f. B. Natelle reported the children attended the Isaac Walton League fishing event on September 15th. It was a catch and release day. Primary, Intermediate students attended. Preble High School students volunteered their time to help.
- g. S. Goron updated the Board on the integrated CD and ECE programs since the start of the school year. All programs have had a smooth start to the year.
- h. M. Brick reported that the Green Bay Transit has started its new route. The city bus stop is in front of the school and many classes are making use of this new route to go out into the community.
- i. B. Natelle reported that the annual Barbeque at Syble Hopp will be held on Tuesday, October 6th. Everyone is welcome to attend.

B. Clancy moved to accept the Administrators Report. K. Prast seconded the motion. Motion carried.

PROCEEDINGS OF THE BROWN COUNTY CDEB MEETING SEPTEMBER 22, 2009:

8. Action Item Payment of Bills: S. Keckhaver reported that the new dishwasher for the kitchen has been installed and is included in this month bills. The dishwasher, electrical and plumbing came in under the budgeted amount. B. Clancy moved to pay the bills totaling \$32,185.96 for the General Fund and \$43,053.57 for the Pool Fund ending August 31, 2009. K. Prast seconded the motion. Motion carried.
9. Action Item: Preliminary approval of Revenues and setting the Levy for 2009-10: Tabled.
10. Executive Session: The Board will move to Executive Session as allowed by WI. Stats 19.85 (1)(c)(f)(e) to discuss personnel staff and labor contract negotiations status with BCSEA. K. Prast moved to go into Executive Session as allowed by WI. Stats 19.85 (1)(c)(f)(e) to discuss personnel staff and labor contract negotiations status with BCSEA. B. Clancy seconded the motion. Motion carried.
11. Action item: Ratification of the 2009-2011 Master Agreement with the BCSEA. K. Prast moved to ratify the 2009-2011 Master Agreement with the BCSEA. B. Clancy seconded the motion. Motion carried.
12. Action Item: Staff request: B. Clancy moved to approve the staff request. K. Prast seconded the motion. Motion carried.
13. Adjournment: K. Prast moved to adjourn the meeting at 4:50 p.m. B. Clancy seconded the motion. Motion carried.

PROCEEDINGS OF THE BROWN COUNTY HUMAN SERVICES BOARD

Pursuant to Section 19.84 Wis. Stats, a regular meeting of the **Brown County Human Services Board** was held on Thursday, September 10, 2009 in Boardroom A of the Sophie Beaumont Building – 111 North Jefferson Street, Green Bay, Wisconsin

Present: Barbara Bauer, Paula Geishirt, JoAnn Grashberger, Tom Lund,
Dottie Schoenleber, Helen Smits, Andy Williams

Excused: Maria Zehren

Also

Present: Jayme Sellen, County Executive's Office
Mallory Tomasovich, Sarah Dennis, Karen Johnston -
Catholic Charities

1. **Call Meeting to Order:**

The meeting was called to order by Chairman Tom Lund at 5:17 p.m.

2. **Approve/Modify Agenda:**

Motion made by A. Williams and seconded by J. Grashberger to approve the agenda as written. MOTION CARRIED UNANIMOUSLY

3. **Approve Minutes of August 13, 2009 Human Services Board Meeting:**

As there was not a quorum present, no formal action was taken.

4. **Catholic Charities Teen Parent Presentation:**

A presentation was made by Mallory Tomasovich – Teen Parent Program Case Manager, Sarah Denis - Child Welfare Case Manager, and Karen Johnson – Director of Catholic Charities.

Ms. Tomasovich explained that the Teen Parent Program, which is part of Catholic Charities, offers case management services to those teens that are in need of support in creating a parenting plan. The ultimate goal is to help the teen parent get connected with community resources such as WIC, Medical Assistance, Food Stamps, Housing Assistance, and Child Care. The program believes in teaching abstinence education as a way to prevent unplanned pregnancies and addresses social and peer pressure, with the focus on independent living skills and building positive relationships for individuals. A \$1500 grant from the Partnership for Education has trained two staff in outcomes of forty Developmental Assets. External assets are identified in categories of support, empowerment, boundaries and expectations, and constructive use of time. Internal assets include a commitment to learning, positive values, social competence, and positive identity.

Ms. Tomasovich explained that at this time, only 1% of teen mothers choose adoption. Participants must meet with the case manager on a regular basis, must make improvements in their lives, must attend school and graduate, attend budget counseling, etc. Of the 12 clients who graduated this quarter, six are employed. (Specific outcomes are attached)

5. **Family Care Update:**
Jayme Sellen, serving in a quasi role as assistant to the County Executive, as well as Interim Human Services Director, explained that although the Family Care District has interviewed for a Planning Director, because of lack of experience of the applicants, the position will be reposted. Salary is in the range of \$56,000 to \$65,000. A web site will be available to follow the process. Informational forums are planned to begin in November for the public, providers, clients, etc., with enrollment to begin in December 2011. The "district" will include seven counties, along with the possibility of three tribal governments.
6. **Community Treatment Center Update:**
Ms. Sellen reported that construction is on schedule with staff tours starting within the next week, followed by a ribbon cutting on October 6th (invitations will be sent out), Administrative staff will move to the new building on October 8th, followed by the nursing home on the 10th, and the hospital on the 11th.
7. **Financial Report:**
Financial reports as included in packet material were reviewed.
8. **Bellin Hospital Statistical Update:**
A report from Linda Roethle of the Bellin Psychiatric Center showed no transfers of involuntary adolescents to other institutions, nor were there any admissions refused in the month of August.
9. **Mental Health Center Statistical Update:**
Amended August 2009 stats were distributed by Ms. Sellen and are attached.
10. **Contract Update:**
A listing of contract providers as included in packet material as of August 18th was reviewed.
11. **Director's Report:**
Ms. Sellen reported that Brian Shoup has been offered the position of Brown County Director of Human Services and will begin October 16th pending County Board approval at their meeting on September 16th. Mr. Shoup comes from Marquette University after 22 years experience as a chief executive of several behavioral health and human service nonprofit organizations. He also founded Associated Employee Assistance Services of Wisconsin, a for-profit EAP company that contracts with private and public employers throughout Wisconsin. Mr. Shoup has a Master of Public Services Administration Degree from the University of Wisconsin-Oshkosh.
12. **Any Other Matters:** None
13. **Adjourn Business Meeting:**

Motion made by A. Williams and seconded by P. Geishirt to adjourn at 6:38 p.m. MOTION APPROVED UNANIMOUSLY

Respectfully submitted,

Rae G. Knippel
Recording Secretary

**PROCEEDINGS OF THE BROWN COUNTY
VETERANS' RECOGNITION SUBCOMMITTEE**

Pursuant to Section 19.84, Wis. Stats. a regular meeting of the **Brown County Veterans' Recognition Subcommittee** was held on Tuesday, October 13, 2009, at 5:15 p.m., in Room 201 of the Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

PRESENT: Don Bettine, Jim Haskins, Jack Krueger, John Maino, Duane "Snake" Pierce, Sherry Steenbock, Kristen Verhaagh, John Walschinski.

EXCUSED:

ALSO PRESENT: Jerry Polus.

1. Call Meeting to Order:

The meeting was called to order by Chairman Jack Krueger at 5:15 p.m.

2. Invocation by Jim Haskins.

3. Approve/modify agenda:

A motion was made by D. Bettine and seconded by J. Haskins to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.

4. Approve/modify minutes of August 11 and September 8, 2009:

Chair Krueger indicated that notes from September 8, 2009, would not need approval; therefore, the approval would be for minutes of August 11, 2009, only.

A motion was made by J. Walchinski and seconded by S. Steenbock to approve the minutes of August 11, 2009. Vote taken. MOTION CARRIED UNANIMOUSLY.

5. Request from C.P.O. Troy Ness for Membership on the Committee:

Chair Krueger explained that the Mr. Ness is a Naval Reservist Chief Petty Officer who brought the Color Guard to the Brown County Fair. Chair Krueger stated that Mr. Ness asked to be considered for membership.

A motion was made by J. Walchinski and seconded by J. Haskins to approve membership of C.P.O Troy Ness. Vote taken. MOTION CARRIED UNANIMOUSLY.

6. Discuss Plans for the 2009 Veterans' Day Program at Duck Creek VFW:

Sherry Steenbock stated that her biggest concern centered around having information printed in the "Green Bay Press Gazette," based on issues that arose last year. Ms. Steenbock explained that it took considerable effort on her part, and still the list of the businesses making the offers was not printed. She said she spoke with Warren Bluhm, who "seemed really great to work with." She said Mr. Bluhm told her he could not guarantee that the article would appear in

Sunday's paper, but he assured her that he will print the list in the article, as well as the website. Ms. Steenbock said she asked Mr. Bluhm about listing the businesses that make donations; he told her that he would list them if there was room to list all of the businesses.

Ms. Steenbock gave Subcommittee members lists of calls made in previous years and requested that the members contact the same companies this year. The "9 in '09" campaign was mentioned; the purpose of this campaign is to encourage members to secure donations from 9 additional businesses. Ms. Steenbock requested that the members call her by October 31, 2009, with the names of businesses providing donations; so she can prepare the list and forward to the media in time.

Ms. Steenbock also said she received permission for the Subcommittee to participate in giving prizes away.

Chair Krueger said he is asking that November's meeting be moved to November 3, instead of November 10.

Kristen Verhaagh asked for an e-mailed or printed copy of "what we all have guaranteed," and offered to help distribute it to veterans' groups. Ms. Steenbock will e-mail the information to Ms. Verhaagh.

Jim Haskins reported that he called Applebee's and Golden Corral, and he will report back with the dates and times at those restaurants. Ms. Steenbock said Pearly Gates Bar & Grill will have burgers, brats, and beverages on November 14th from noon to 4:00 p.m.

Chair Krueger said there are still 2 cases of duffel bags. Ms. Steenbock said she did not think any other door prizes would be needed.

Jerry Polus, Brown County Veterans' Service Officer, asked if someone would contact the Army Surplus Store on Military and find out if the store would provide a gift certificate for a purchase there. Duane Pierce offered to do that.

7. Review All Veterans' Day Programs in the Area & this Committee's Involvement:

Don Bettine reported that the United Patriotic Society will be having "their usual Veterans' Day ceremony" on November 11th at the Brown County Veterans' Memorial Arena. He said "Posting of Colors" would be at 10:15 a.m.; the program would start at 10:30 a.m.; and the program will conclude at 11:00 a.m. with the "Firing of the Volley" and the playing of "Taps."

Mr. Bettine opined that he would like to see an increase in the number of young people. He said last year East High School DECA (Delta Epsilon Chi) gave out Thank-You cards to the veterans. Mr. Polus offered to e-mail his contacts at area schools concerning this.

John Maino said he would be at Duck Creek and said there might be radio coverage during that event.

Duane Pierce said he would attend an all day vigil for Vietnam veterans at the memorial behind the museum and invited members to stop by and show support.

8. Report from CVSO Jerry Polus (if available):

Mr. Polus reported that the annual bus trip to Camp American Legion was "highly successful."

Mr. Polus brought up the Honor Flight Program—a nationwide program to fly World War II veterans to Washington, D.C. for a day. He said there is a new hub in the Appleton area; and there are 6 veterans, of which 2 are female, selected from Green Bay to go on a flight on October 27, 2009. When Mr. Polus reported that he might be an escort for one of the veterans, Mr. Maino indicated that each veteran must have an escort accompany him or her; and there is a waiting list for the next flight. Mr. Bettine said many of the veterans' organizations have been asked to help with expenses, which Mr. Polus said was about \$80,000 to fly a group to Washington, D.C. Mr. Maino said it costs about \$1,000 to sponsor individual veterans if an organization wants to do that. Mr. Polus suggested that Mr. Maino interview the veterans; and Mr. Polus will provide the addresses of those veterans. Mr. Polus said the contact person for this would be Jon Lidonne at Waupaca County; the website is oldgloryhonorflag.com; and "It's a great program."

Concerning the veterans' program at Brown County Fair, Mr. Polus mentioned that next year the Wisconsin National Guard Band might be able to perform; and there would be no cost. When Ms. Steenbock asked why there was no mention of the Navy Band in the Fair posters, Mr. Haskins reported that the information was not given to the Fair Board in time. Mr. Haskins will make sure the Fair Board has the information early enough next year. When Mr. Bettine asked if the Brown County Fair Board had been notified of what was being offered for veterans in Calumet County, Chair Krueger said he approached Dick Koltz, President of the Executive Committee for the Brown County Fair, and the Chairman of the Fair Board in Calumet County. Chair Krueger was told by Mr. Koltz that "It's just not in their budget to be able to do this." Chair Krueger indicated that he was told by Calumet County that every county fair is run independently and has priorities. Chair Krueger said he really wants to obtain sponsors next year to provide admission for veterans and their spouses/families and noted that the Fair lost money again this year.

9. Report from Chair Jack Krueger, Including Review of the Media Release & Contacts Made by the Chair:

Chair Krueger reported on his recent trip to Washington, D.C.; he said he is on the National Board of the Veterans and Military Families for Progress. He stated that this organization has 330,000 members nationwide; and there are 61 in Europe. He said there was a new President elected, replacing Matt Cary who had been President since this organization was founded in 2005. He said Mr. Cary remained as Executive Director, and the new by-laws state that the Executive Director must reside in Washington, D.C.

Chair Krueger said he nominated John Maino for the Max Cleland National Award for Outstanding Citizen Committed to Veterans; this award was won by a congressman in New Jersey. Chair Krueger also nominated Mr. Maino for a

media award; and Bob Woodward won this award. Chair Krueger said he was asked to submit Mr. Maino's name again in 2 years; because "they were really impressed with the things that you do."

Chair Krueger continued the report on his trip, which included an audience with Nancy Pelosi, Speaker of the House. He reported that the topic he brought before Ms. Pelosi concerned the number of suicides (estimated to be 7-8 per month) among the returning military heroes, and expressed that he was "ashamed" that more was not being done in this area. In addition, Chair Krueger said the group met with Max Bacchus and John Kerry. He added that the First Lady spoke briefly about her commitment to wounded veterans; and Chair Krueger opined that the conference itself (the speakers, the workshops) was "phenomenal."

Chair Krueger concluded by noting that some of the original organizers of the Honor Flight program were meeting in Washington, D.C., while he was there.

10. Report from Committee Members (Steenbock, Bettine, Haskins, Maino, Pierce, Verhaagh, & Walschinski):

Mr. Haskins reported that he saw an article concerning Dave Mason's support of a charity entitled "Work Vessels for Veterans." The article indicated that this charity supplies veterans with the tools needed to get into business. He also said he saw an advertisement on television for "friendsofveterans.org" that asked for donations for transportation of disabled veterans. He also reported that the Veterans Health Administration and the National Alliance on Mental Illness have teamed up to provide educational programs for families of veterans.

Mr. Polus said Congressman Kagen released a press announcement that he was instrumental in having Congress sign a bill that extended the first-time home buyers \$8,000 credit for military personnel in active duty serving in a combat zone and, therefore, unable to take advantage of this program.

Ms. Verhaagh reported that there are a couple of open educational scholarships that have not been filled yet. She said these would be available to those veterans from the Desert Storm to Afghanistan era, and the requirements are "fairly...easy to obtain." She offered to have care packages sent to military personnel overseas if the members would provide addresses. She said she would get with Mr. Maino to promote this. She also said there are holiday packages being put together for veterans at King, in the homeless and transitional housing area.

Mr. Maino said Bosses News is sending magazines to the troops; and there is a flyer concerning this posted in the store. He said he is working on two projects: (1) A ramp is being built, through several donations, for a young man from Menominee who was injured in Iraq; and (2) A laptop computer and a year's worth of internet service, along with some travel expenses, are being provided for a young man from Fond du Lac who lost both feet. He continued by reporting that the trip to a Green Bay Packers' game for some veterans from Tomah, Wisconsin, went very well. Mr. Maino will provide information as to where donations can be made for the projects he is involved with.

Mr. Maino opined that the high rate of suicide with the young men returning is "horrendous;" and that the Desert Veterans' group is "phenomenal." Chair Krueger said he brought back some folders with information on this topic and a phone number (hotline) to call. Mr. Polus added that there will be a class for county Veterans' Service Officers regarding this and possible preventative steps, as well as signs to look for. Ms. Verhaagh said the new veterans' facility on Ashland has mental counselors available.

Mr. Pierce said in Casco there is a veterans' memorial that is beautiful; Mr. Maino added that he has seen it and said it was outstanding. Mr. Pierce said he and Mr. Maino attended the visitation for the World War II veteran that was recently found (66 years later); this young man went to Green Bay West High School. Mr. Pierce offered his sympathies to Ms. Verhaagh's friend Dave Rasmussen, who was one of the founding members of Desert Veterans.

Concerning L.Z. (Landing Zone) Lambeau, Mr. Pierce reported that Rolling Thunder's Chapters 3 and 4 are organizing the motorcycle ride from LaCrosse to Green Bay. He added that two "hueys" will fly over the motorcycles from Appleton to Green Bay. When asked if volunteers were needed, Mr. Pierce offered the website (lzlambeau.org) as a resource.

11. Such other matters as authorized by law:

Chair Krueger mentioned moving next month's meeting.

A motion was made by J. Haskins and seconded by D. Pierce to move the date of next month's meeting to November 3, 2009. Vote taken. MOTION CARRIED UNANIMOUSLY.

A motion was made by J. Haskins and seconded by J. Walschinski to adjourn at 6:23 p.m. Vote taken. MOTION CARRIED UNANIMOUSLY.

Next meeting November 3, 2009, at 5:15 p.m.

Respectfully submitted,

Lisa M. Alexander
Recording Secretary

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION APPROVING NEW OR DELETED POSITIONS
DURING THE 2010 BUDGET PROCESS
(Aging and Disability Resource Center)

WHEREAS, a New Position or Position Deletion Request was submitted by the Aging and Disability Resource Center (ADRC) during the 2010 budget process; and

WHEREAS, the Human Resources Department has reviewed the request with the department; and

WHEREAS, the department has justified an increase in workload to support the new positions or has identified positions to be eliminated from the table of organization;

WHEREAS, the ADRC recommends the addition of 2.00 FTE I&A Specialist and 1.00 FTE Benefits Assistant to administer the long-term care eligibility screening process beginning in January, 2010, per the State awarded contract; and

WHEREAS, the ADRC further recommends the deletion of (.50) FTE Fiscal Agent Assistant.

I&A Specialist	2.00	ADDITION
Benefits Assistant	1.00	ADDITION
Fiscal Agent Assistant	(.50)	DELETION

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors that the following changes to the table of organization requested through the 2010 budget process be effective January 1, 2010.

Fiscal Impact Salary and Fringe Benefits

<u>Position Title</u>	<u>FTE</u>	<u>Addition/ Deletion</u>	<u>Salary</u>	<u>Fringe</u>	<u>Total</u>
I&A Speciality	2.00	Addition	\$ 97,802	\$44,802	\$142,604
Benefits Assistant	1.00	Addition	\$ 39,304	\$20,543	\$ 59,847
Fiscal Agent Assistant	(.50)	Deletion	\$(14,423)	\$(9,259)	\$(23,682)
Total Fiscal Impact (ADRC)			<u>\$122,683</u>	<u>\$56,086</u>	<u>\$178,769</u>

Respectfully submitted,

HUMAN SERVICES COMMITTEE

EXECUTIVE COMMITTEE

Approved By:

COUNTY EXECUTIVE

Date Signed: _____

Final Draft Approved by Corporation Counsel

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
WARPINSKI	1			
DE WANE	2			
NICHOLSON	3			
THEISEN	4			
KRUEGER	5			
HAEFS	6			
ERICKSON	7			
BRUNETTE	8			
ZIMA	9			
EVANS	10			
VANDER LEEST	11			
JOHNSON	12			
DANTINNE, JR	13			

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
LA VIOLETTE	14			
ANDREWS	15			
KASTER	16			
KNIER	17			
WILLIAMS	18			
FLECK	19			
CLANCY	20			
WETZEL	21			
MOYNIHAN	22			
SCRAY	23			
HOEFT	24			
LUND	25			
FEWELL	26			

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

REQUEST FOR BUDGET TRANSFER

INSTRUCTIONS: This form is to be completed for any Category 1, 2a, 2b, 3, 4, or 5 budget transfer. Completed forms should be submitted to the Department of Administration.

TYPE OF TRANSFER

(check one)

☐ Category 1

DESCRIPTION

Reallocation from one line item to another within the major budget categories

APPROVAL LEVEL

Department Head

☐ Category 2

☐ a.

Change in Outlay not requiring transfer of funds from another major budget category.

County Executive

☐ b.

Change in any item within Outlay account which requires the transfer of funds from any other major budget category or the transfer of Outlay funds to another major budget category.

County Board

☐ Category 3

☐ a.

Reallocation between Budget Categories other than 2b or 3b transfers.

County Executive

☐ b.

Reallocation of Salaries and Fringe Benefits to another major budget category except contracted services, or reallocation to Salaries and Fringe Benefits from another major budget category except contracted services.

County Board

☐ Category 4

Interdepartmental Transfer (including contingency or general fund transfers)

County Board

☒ Category 5

Increase in Expenditures with Offsetting Increase in Revenue

County Board

DESCRIPTION AND JUSTIFICATION (attach additional sheets as needed). In narrative form, describe the requested transfer to include amount, account to transfer from, account to transfer to, and the effect on revenue and expense.

Request to allocate a Public Health Emergency Response (PHER Phases 1-3) Grant from the federal government through the State to assist local health departments with planning and implementation of H1N1 Influenza response through vaccination, antiviral distribution, community mitigation efforts, and public education through promotional activities. Funding can be used for staffing, mass vaccination site rental and expenses, needed supplies and equipment, expenses for promotion of vaccination efforts, and any other response expenses. Allocation amounts were determined based on size of population to be vaccinated, among other factors. There will be two contracts—one for \$86,779 and one for \$359,912.

Increase	100.060.300.4302 (State Grant Revenue)	\$446,691
Increase	100.060.300.5800 (Grant Expenditures)	\$446,691

Health
Department

Judy Friederichs
Department Head

10-06-09
Date

☒ Approved

☐ Disapproved

Sam Ray
County Executive

10/13/09
Date

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION APPROVING NEW OR DELETED POSITIONS
DURING THE 2010 BUDGET PROCESS
(Health Department)

WHEREAS, a New Position or Position Deletion Request was submitted by the Health Department during the 2010 budget process; and

WHEREAS, the Human Resources Department has reviewed the request with the department; and

WHEREAS, the department has justified an increase in workload to support the new positions or has identified positions to be eliminated from the table of organization;

WHEREAS, the Health Department recommends the deletion of (.05) FTE Public Health Educator.

Public Health Educator

(.05)

DELETION

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors that the following changes to the table of organization requested through the 2010 budget process be effective January 1, 2010.

Fiscal Impact Salary and Fringe Benefits

<u>Position Title</u>	<u>FTE</u>	<u>Addition/ Deletion</u>	<u>Salary</u>	<u>Fringe</u>	<u>Total</u>
Public Health Educator	(.05)	Deletion	<u>\$(2,785)</u>	<u>\$(1,186)</u>	<u>\$(3,971)</u>
Total Fiscal Impact (Health Department)			<u>\$(2,785)</u>	<u>\$(1,186)</u>	<u>\$(3,971)</u>

Respectfully submitted,

HUMAN SERVICES COMMITTEE

EXECUTIVE COMMITTEE

Approved By:

COUNTY EXECUTIVE

Date Signed: _____

Final Draft Approved by Corporation Counsel

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
WARPINSKI	1			
DE WANE	2			
NICHOLSON	3			
THEISEN	4			
KRUEGER	5			
HAEFS	6			
ERICKSON	7			
BRUNETTE	8			
ZIMA	9			
EVANS	10			
VANDER LEESE	11			
JOHNSON	12			
DANTINNE, JR	13			

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
LA VIOLETTE	14			
ANDREWS	15			
KASTER	16			
KNIER	17			
WILLIAMS	18			
FLECK	19			
CLANCY	20			
WETZEL	21			
MOYNIHAN	22			
SCRAY	23			
HOEFT	24			
LUND	25			
FEWELL	26			

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

BUDGET ADJUSTMENT REQUEST

<u>Adjustment</u>	<u>Description</u>	<u>Approval Level</u>
<input type="checkbox"/> Category 1	Reallocation from one account to another <u>within</u> the major budget classifications.	Department Head
<input type="checkbox"/> Category 2	<input type="checkbox"/> a. Change in Outlay not requiring the reallocation of funds from another major budget classification. <input type="checkbox"/> b. Change in any item within Outlay account which requires the reallocation of funds from any other major budget classification or the reallocation of Outlay funds to another major budget classification.	County Executive County Board
<input type="checkbox"/> Category 3	<input type="checkbox"/> a. Reallocation between budget classifications other than 2b or 3b adjustments. <input type="checkbox"/> b. Reallocation of personnel services and fringe benefits to another major budget classification except contracted services, or reallocation to personnel services and fringe benefits from another major budget classification except contracted services.	County Executive County Board
<input type="checkbox"/> Category 4	Interdepartmental reallocation or adjustment (including reallocation from the County's General Fund)	County Board
<input checked="" type="checkbox"/> Category 5	Increase in expenses with offsetting increase in revenue	County Board

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.130.135.7000.SMB	SSI/MA Burials	\$33,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.130.135.4302.0126	SSI/MA Burials	\$33,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.130.135.7000.MAT	MA Transportation	\$27,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.130.135.4302.0131	MA Transportation	\$27,000

Narrative Justification:

This 2009 budget adjustment will increase expenditures for Medical Assistance Transportation and SSI/MA Burials and corresponding state revenue. Per our state contract, these line items are sum sufficient and the department will be fully reimbursed for the expenditures that are reported to the state.

AUTHORIZATIONS

James Hill
Signature of Department Head

Tom King
Signature of Executive

Department: Human Services

Date: 10/15/09

Date: 10/14/09

BUDGET ADJUSTMENT REQUEST

<u>Adjustment</u>	<u>Description</u>	<u>Approval Level</u>
<input type="checkbox"/> Category 1	Reallocation from one account to another <u>within</u> the major budget classifications.	Department Head
<input type="checkbox"/> Category 2	<input type="checkbox"/> a. Change in Outlay not requiring the reallocation of funds from another major budget classification. <input type="checkbox"/> b. Change in any item within Outlay account which requires the reallocation of funds from any other major budget classification or the reallocation of Outlay funds to another major budget classification.	County Executive County Board
<input type="checkbox"/> Category 3	<input type="checkbox"/> a. Reallocation between budget classifications other than 2b or 3b adjustments. <input type="checkbox"/> b. Reallocation of personnel services and fringe benefits to another major budget classification except contracted services, or reallocation to personnel services and fringe benefits from another major budget classification except contracted services.	County Executive County Board
<input type="checkbox"/> Category 4	Interdepartmental reallocation or adjustment (including reallocation from the County's General Fund)	County Board
<input checked="" type="checkbox"/> Category 5	Increase in expenses with offsetting increase in revenue	County Board

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.130.135.7000.EA	LIHEAP General Operations	\$18,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.130.135.4302.0003	LIHEAP General Operations	\$18,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.130.135.7000.EAPB	LIHEAP Public Benefits Operations	\$3,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.130.135.4302.0004	LIHEAP Public Benefits Operations	\$3,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.130.135.7000.WX	LIHEAP Wx Operations	\$38,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.130.135.4302.014	LIHEAP Wx Operations	\$38,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.130.135.7000.EGADM	LIHEAP Crisis Client Svcs	\$28,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.130.135.4302.0001	LIHEAP Crisis Client Svcs	\$28,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.130.135.7000.ESSI	LIHEAP Public Benefits Outreach	\$17,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.130.135.4302.0011	LIHEAP Public Benefits Outreach	\$17,000

Narrative Justification:

This 2009 budget adjustment will increase the energy assistance (LIHEAP) grant expenditures and revenue per a prorated amount from the new 2009-2010 contract from the Department of Administration. The energy assistance program grant year is October to September.

AUTHORIZATIONS

Jaime Hill
Signature of Department Head

Department: Human Service

Date: 10/14/09

Jim King
Signature of Executive

Date: 10/15/09

OK
Signature
10/14/09

BUDGET ADJUSTMENT REQUEST

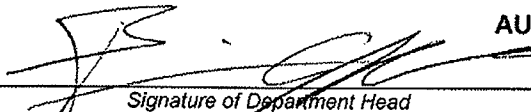
<u>Adjustment</u>	<u>Description</u>	<u>Approval Level</u>
<input type="checkbox"/> Category 1	Reallocation from one account to another <u>within</u> the major budget classifications.	Department Head
<input type="checkbox"/> Category 2	<input type="checkbox"/> a. Change in Outlay not requiring the reallocation of funds from another major budget classification. <input type="checkbox"/> b. Change in any item within Outlay account which requires the reallocation of funds from any other major budget classification or the reallocation of Outlay funds to another major budget classification.	County Executive County Board
<input type="checkbox"/> Category 3	<input type="checkbox"/> a. Reallocation between budget classifications other than 2b or 3b adjustments. <input type="checkbox"/> b. Reallocation of personnel services and fringe benefits to another major budget classification except contracted services, or reallocation to personnel services and fringe benefits from another major budget classification except contracted services.	County Executive County Board
<input type="checkbox"/> Category 4	Interdepartmental reallocation or adjustment (including reallocation from the County's General Fund)	County Board
<input checked="" type="checkbox"/> Category 5	Increase in expenses with offsetting increase in revenue	County Board

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.170.175.4303.075	Drug Court Local Grant Rev – Crime Prevention Foundation	\$2,500
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.170.175.5300	Drug Court Supplies	\$1,875
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.170.175.5700	Drug Court Contracted Services	\$625
<input type="checkbox"/>	<input type="checkbox"/>			

Narrative Justification:

The Drug Court has been awarded a \$2,500 grant from the Crime Prevention Foundation to be spent on milestone incentives for Drug Court participants that may not be appropriately funded with taxpayer dollars.

AUTHORIZATIONS


 Signature of Department Head

Department: Human Services

Date: 10/20/09


 Signature of Executive

Date: 10/20/09

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION APPROVING NEW OR DELETED POSITIONS
DURING THE 2010 BUDGET PROCESS
(Human Services Department)

WHEREAS, a New Position or Position Deletion Request was submitted by the Human Services Department during the 2010 budget process; and

WHEREAS, the Human Resources Department has reviewed the request with the department; and

WHEREAS, the department has justified an increase in workload to support the new positions or has identified positions to be eliminated from the table of organization;

WHEREAS, the Human Services Department recommends the deletion of (1.00) FTE Clerk III/Data Control and the addition of 1.00 FTE Clerk III to better reflect the duties of the position; and

WHEREAS, the Human Services Department further recommends the deletion of (.50) FTE Staff Development Coordinator, (2.0) FTE Social Worker/Case Manager, (1.0) FTE Clerk I, (1.0) FTE Staff RN and (1.0) FTE Records Management Clerk.

Clerk III/Data Control	(1.00)	DELETION
Clerk III	1.00	ADDITION
Staff Development Coordinator	(.50)	DELETION
Social Worker/Case Manager	(2.00)	DELETION
Clerk I	(1.00)	DELETION
Staff RN	(1.00)	DELETION
Records Management Clerk	(1.00)	DELETION

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors that the following changes to the table of organization requested through the 2010 budget process be effective January 1, 2010.

Fiscal Impact Salary and Fringe Benefits

<u>Position Title</u>	<u>FTE</u>	<u>Addition/ Deletion</u>	<u>Salary</u>	<u>Fringe</u>	<u>Total</u>
Clerk III/Data Control	(1.00)	Deletion	\$(33,954)	\$(21,267)	\$(55,221)
Clerk III	1.00	Addition	\$ 33,954	\$ 21,267	\$ 55,221

Staff Development Coordinator	(.50)	Deletion	\$(21,901)	\$(10,707)	\$(32,608)
Social Worker/Case Manager	(2.00)	Deletion	\$(116,764)	\$(51,998)	\$(168,762)
Clerk I	(1.00)	Deletion	\$(29,290)	\$(20,364)	\$(49,654)
Staff RN	(1.00)	Deletion	\$(57,264)	\$(25,782)	\$(83,046)
Records Management Clerk	(1.00)	Deletion	<u>\$(31,491)</u>	<u>\$(20,789)</u>	<u>\$(52,280)</u>

Total Fiscal Impact **\$(256,710)** **\$(129,640)** **\$(386,350)**
(Human Services Department)

Respectfully submitted,

HUMAN SERVICES COMMITTEE

EXECUTIVE COMMITTEE

Approved By:

COUNTY EXECUTIVE

Date Signed: _____

Final Draft Approved by Corporation Counsel

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
WARPINSKI	1			
DE WANE	2			
NICHOLSON	3			
THEISEN	4			
KRUEGER	5			
HAEPS	6			
ERICKSON	7			
BRUNETTE	8			
ZIMA	9			
EVANS	10			
VANDER LEESE	11			
JOHNSON	12			
DANTINNE, JR	13			

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
LA VIOLETTE	14			
ANDREWS	15			
KASTER	16			
KNIER	17			
WILLIAMS	18			
FLECK	19			
CLANCY	20			
WETZEL	21			
MOYNIHAN	22			
SCRAY	23			
HOEFT	24			
LUND	25			
FEWELL	26			

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

